

**Cayuga County Industrial Development Agency  
Annual Meeting  
Springside Inn- Terrace Room  
6141 West Lake Road  
Auburn, NY  
December 19, 2017 at 12:00pm**

Chairman Ray Lockwood called the meeting to order at 12:00pm, noting that a quorum was present.

**ROLL CALL:**

Present: Ray Lockwood, Herb Marshall, John Latanyshyn, Gina Speno

Excused: Andrew Rindfleisch, Grant Kyle, Paul Lattimore

Others Present: Tracy Verrier (CEDA); Joe Sheppard (CEDA); Rick Galbato (Galbato Law Firm), Maureen Riester (CEDA)

**MEETING MINUTES:**

Mr. Marshall moved to approve the minutes of the November 21, 2017 Regular Meeting, seconded by Ms. Speno. All members present voted in favor, motion carried.

**BILLS AND COMMUNICATIONS:**

Mr. Sheppard presented bills from Harris Beach for legal services (\$1,175.00), Galbato Law Firm for legal services (\$728.00), the Cayuga County Chamber of Commerce for a Basic Membership (\$275.00) and NYSEG for November service at the industrial park (\$108.47). All bills totaled \$2,286.47. Additionally, Mr. Sheppard informed the Board that there would be the bill to Springside to pay for lunch and the use of the room. Mr. Latanyshyn moved to pay the bills, seconded by Ms. Speno. All members present voted in favor; motion carried.

Mr. Sheppard presented a Notice of Certificate Maturity from Generations Bank, noting that the CD held with that bank will mature on January 20. Mr. Latanyshyn asked if we were aware what the current rates for CD's were. Mr. Sheppard stated that he was unsure but could find out. Mr. Latanyshyn suggested not going any longer than 2 years on a new CD and requested to table the discussion until the January meeting when he could determine what the available rates are.

Mr. Sheppard presented an award letter from Howard Zemske, of Empire State Development, awarding \$283,000 in grant funding to CCIDA to pay for the Industrial Park Sewer Expansion. Ms. Verrier discussed signing the agreement with the Probst Group, noting that they were contacted and informed of their winning bid. She also asked them for revised pricing to perform the Hydraulic Testing on the Sewer Line. Mr. Sheppard presented the contract noting that an email outlining the amended pricing was attached, which did not include amendments for the hydraulic testing. Ms. Verrier continued noting that we will contact the engineers and get the project started now that there is a signed contract and the awards announcement made. Ms. Verrier then discussed additional funding for the project noting that Federal EDA funds were available and that EDA is excited about the project and is awaiting our application.

**REPORT OF THE TREASURER**

Mr. Sheppard reviewed the budget report. Ms. Verrier discussed the outage of the Street Lights on Eagle Drive noting that we were not sure how long they had been out for, but that it was quite some time. She explained that we had contacted NYSEG to inform them that the lights were not working, to which they informed us that the County, not NYSEG, owned the lights and that it was our responsibility to have them repaired since the service to the lights was operational. Ms. Verrier explained that we have been in Contact with Mr. Lynch to determine the ownership of the lights and were working to get the lights repaired. The Board then discussed the ownership if anyone had any recollection of transferring them to the town or county. No one could recall. Mr. Marshall

moved to notify all parties who may have ownership of the streetlights on Eagle Drive that they were out and that CCIDA would be contacting Electricians to repair them; seconded by Ms. Speno. All members present voted in favor, the motion carried.

### **UNFINISHED BUSINESS**

Mr. Lockwood informed the Board that Mr. Sheppard would be leaving CEDA at the end of January and thanked him for his service. Ms. Verrier discussed the search for Mr. Sheppard's replacement noting that interviews would likely begin the first Thursday in January.

CEDA Staff Update: Ms. Riester provided an update regarding a project that is interested in purchasing a portion of the ADM Processing Facility in Montezuma. She explained that this project would bring their 50 current employees with them to the new facility and would potentially employ an additional 20 new employees. Ms. Riester explained that there are potential electrical issues at the facility and that there may not be the necessary amount of power available. She discussed the potential involvement of the Cayuga County Public Utility Service Agency (CCPUSA) in the project to aid with providing the additional power needs to the location, noting that they are looking into bonding to aid in the completion of larger projects.

Ms. Verrier explained that as this project was relocating from another part of the state that there would need to be an additional step in the application process if they were to come before the Board seeking benefits.

Ms. Riester discussed some of the upgrades and additional construction that would be necessary at the facility, noting that the project needs a great deal of land.

Mr. Lockwood asked if the power issue would be a deal breaker. Ms. Riester stated that there has been discussion of various ways to find funding for the additional power needs including the use of the County Loan program, and NYSEG Economic Development loans. The Board then discussed CCPUSA's involvement with the project and the makeup of their Board.

Mr. Riester discussed Industrial Hemp production, noting that NY State has relaxed their regulations of it. She stated that two farmers in Cayuga County grew it last year through a cooperative agreement with Cornell Cooperative Extension. Ms. Riester discussed a Kentucky company that is expressed interest in either Livingston or Cayuga County noting that they are looking for six partners to grow approximately 375 Acres of Hemp. She explained that she is working with Cornell Cooperative Extension to determine interested growers and to assist with navigating the permitting process, noting that industrial hemp has become extremely competitive and that she is trying to get companies to come to the area.

Ms. Riester discussed the Dumond Ag project, stating that it is likely that they would come before the Board. She explained that they are currently not eligible to receive the standard Ag exemption and that their property taxes could become interesting. She explained that they might apply to the Board once their building plans and schematics had been finalized.

### **NEW BUSINESS:**

Officer Nominations: Mr. Marshall discussed the nominating committee meeting noting that they decided to nominate all officers, legal counsel, and staff. Mr. Marshall then made a motion to approve the slate of officers and staff as follows:

|                  |                                    |
|------------------|------------------------------------|
| Raymond Lockwood | Chair                              |
| Paul Lattimore   | Vice-Chair                         |
| John Latanyshyn  | Treasurer/ Secretary               |
| Justin Miller    | Transaction Council                |
| Rick Galbato     | General Council                    |
| Tracy Verrier    | Executive Director                 |
| Joseph Sheppard  | Acting Treasurer/ Acting Secretary |

Ms. Speno seconded the motion. Ms. Verrier called for a vote on the motion. All members present voted in favor, the motion carried.

Upcoming Events: Ms. Verrier provided information on upcoming events and mentioned that if anyone was interested in attending the Economic Forecast Luncheon to let her know.

**EXECUTIVE SESSION:**

Mr. Latanyshyn made a motion to enter into Executive Session to discuss matters involving the proposed acquisition, sale or lease of real property; seconded by Mr. Marshall. All members present voted in favor. The Board Entered Executive Session at 12:48pm

Mr. Marshall moved to exit Executive Session; seconded by Mr. Latanyshyn. All members present voted in favor. The Board Exited Executive Session at 12:59pm.

Motion to adjourn made at 1:05pm by Mr. Marshall, seconded by Mr. Latanyshyn. All present voted in favor, motion passed.

Respectfully submitted,  
Joseph Sheppard

Next regularly scheduled meeting: Tuesday, January 16, 2018 at 4:00pm.